
Human Trafficking Juvenile Committee

MEETING MINUTES

Meeting Date: 12/15/2016

Approval: 1st DRAFT

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MEMBERS IN ATTENDANCE:

Commissioner Loretta Young (Family Court), Amy Coogan (ODS), Diane Klecan, (CAC Program Director for Client Services or just CAC is fine), Elizabeth Fillingame (OCA Staff Attorney), Melanie Grimes (DSCYF proxy for Alison McGonigal), Tina Fountain (PBH for Tracey Frazier), Rosalie Morales (OCA), and Rachael Neff (Family Court)

MEMBERS NOT IN ATTENDANCE:

Chief Judge Jan Jurden (Superior Court), Bahu Z. Gilliam, (DFS Asst. Regional Administrator), Kysha Slade (YRS), Anthony Longo (DOJ), Susan Alfree (USDOJ), Cheryl McCabe-Stroman (JP Court), Elisa Lehman (FBI victim services)

GUESTS:

SGT. MATT TAYLOR (DSP), TOM PURSE (NCCP – MISSING PERSONS DETECTIVE), FAY WHITTLE (LWVNCC & PRISON MINISTRIES)

MEETING LOCATION

Building: New Castle County Court House

Conference Room: Conference Room 9th Floor

Conference Line: Facilitator: Loretta Young

MEETING START

Meeting Schedule Start: 2:30 p.m.

Meeting Actual Start: 2:35 p.m.

Meeting Scribe: T. Sherbinko

Mission Statement: Improve Multi-Agency Policies, Response, Communication and Collaboration with Stakeholders Regarding Juvenile Trafficking.

Short-term 60 Day Goals: Finalize Delaware juvenile screening tool and bench card and make recommendations to General Council for usage.

90-120 day Goals: Review YRS, JP and Family court, major police department juvenile release forms and procedures to improve 1) collection of data regarding possible trafficking victims and 2) collection of information on non-parent/non-guardian's who attempt to post bail or who are permitted to take physical custody of a child released from state custody.

6 Months Goals and Beyond:

Develop uniform child-serving agency response protocol to human trafficking and draft MOU between stakeholder agencies (OCA is working on existing MOU revisions)

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AGENDA

- **Introductions**

- Introductions were made by attendees.

- **Draft Minutes**

- 9/23/16 Meeting Minutes 1st Draft was approved and will become the final minutes.

- **Follow-up from last meeting**

- Screening Tool:**

- Rosie Morales & Diane Klecan spoke about how the Pre-Assessment Screening Tool (PAST) will feed into the MOU.
- Diane Klecan, Program Director for Client Services of CAC, stated that the MOU is being reviewed by protocol (physical injury, serious physical injury, death, neglect, and sexual abuse). Now that the MOU is currently being revised, a protocol for addressing juvenile trafficking is being added, since it was not previously a protocol.
 - The MOU looked at the current Pre-Assessment Screening Tool (PAST), provided by the Juvenile Sub-Committee. No suggestions were provided for the categories provided on the PAST, but there was a very minor suggested edit for the very end (disclaimer piece – 2nd sentence – “This checklist is intended to be used as a pre-assessment tool and supplement to comprehensive screening assessment for intake – ending there and removing the remainder of the sentence).
 - Front end, the MOU wants to keep the language as far as instructions for this tool, but add to it so the protocol is tied together with the PAST so it is clear that the PAST is a pre-assessment to the protocol. For example, if a law enforcement officer identifies a human trafficking indicator it should initiate a call to Division of Family Services, which would then start a full assessment.
 - The assessment is more than the DFS investigation and the law enforcement investigation and whatever the prosecutor may want done on the case. But it is also looking at the special needs of this specific victim population (mental health needs, possible substance abuse treatment, and protections that may be put in place that are more intense than for a typical DFS foster child).
 - The title of the document would be changed to the Juvenile Trafficking Pre-Assessment Checklist. Language at the top was added to have this be a tool that first responders use to identify victims, with the questions not necessarily asked to the victims. Other sources, history and current allegations, can be used to lead one to suspect that trafficking is going on. The full assessment is the investigation (mental health piece, child placement, substance abuse issues, etc). The wording is clarified to know what the next steps will be after using the checklist.
 - There is a similar tool for child torture, which is married into the document since it is in a couple different protocols. There are several needs that need to be addressed for this population, including sexual abuse in addition to child torture.
 - The screening tool will be the first item in the protocol that investigators, medical community, and courts are really going to focus on.
 - Rachael Neff questioned when the checklist will be used. Diane and Rosie explained its part of a new protocol. Anyone can use the screening tool to indicate if trafficking is a factor, with the investigation kicking in afterwards.
- Training would show and explain indicators with the checklist being used as a refresher of indicators.

- Commissioner Young asked if there were any objections to the checklist amendments and there were none.
 - Both the Delaware State Police and New Castle County Police think the checklist is a great tool.
- Elizabeth Fillingame motioned to approve the checklist with amendments. Melanie Grimes seconded the motion. The motion was carried and the final checklist with amendments was approved. There were no objections to the MOU using the checklist and to establish a protocol for trafficking.
- Delaware will be addressing this new population of victims through the new protocols.

Future Plan for the Juvenile Subcommittee:

- The bench cards were finalized and Commissioner Young suggested using the checklist instead.
 - One concern was placing the checklist in the file as the trafficker could have access to the file if they are a family member or guardian of the victim.
 - There is a cross population between trafficking victims and DFS kids. The feds are very clear that trafficking is also child abuse.
 - The process with how releasing children is done and who makes contact with the child. What is the appropriate time when to make contact with the child? Most likely it will be after enough red flags are raised from the checklist.
 - How the information is shared between agencies was also discussed.
 - Diane suggested posing that question to the larger group and see if the MDT will weigh in on it.
- Commissioner Young asked if the current meeting schedule worked for everyone. At this point, the meetings will continue to be scheduled on the third Thursday of every other month at 2:30 pm.

Juvenile Bail Release Procedure:

- Commissioner Young asked if the current procedure should be reviewed. How do the appropriate agencies release children to family members and/or guardians?
 - Monica Farrel from YRS was recommended to attend the meeting to find out what the YRS does and how they handle releasing a child.

Revisit of the Checklist:

- Tina Fountain asked Commissioner Young how the checklist would be implemented by Judicial Officers, in lieu of the bench card. She also questioned how the checklist could travel with the child to address different info and could travel with the child through the process (since kids disclose in little bits).
 - The suggestion will be taken back to the MOU for their input on how to implement.
 - A suggestion was made to add the child's name and date of birth (identification), in addition to the person making the report with their agency's contact and date. Also the addition of "CONFIDENTIAL" printed at the top of the checklist.
 - Liz Fillingame motioned to approve and Rachael Neff seconded the motion. The motion was approved.

November Human Trafficking Conference:

- Melanie Grimes shared the positive reception for the Trafficking Conference which was well attended (over 600 attendees) and well received. The conference went really well.

OTHER BUSINESS: None

PUBLIC COMMENTS: None

MEETING SCHEDULE END: OPEN.

MEETING ACTUAL END: 3:25 P.M.

POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Review Screening tool by MOU and how the checklist travels with the child	Diane Klecan	Next meeting February

DECISIONS MADE

Screening tool was approved with MOU recommendations. Additional information was added to send back to the MOU in order to allow the checklist to follow the child from agency to agency through the investigation.

Next Meeting: February 16, 2017 at 2:30

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